



**Career Services Committee Meeting**  
**Thursday, January 27, 2022**  
**3:00 p.m.**

**MINUTES**

**MEMBERS PRESENT:** Andrew Albu, Amy Albee-Levine, Sean Donnelly, Jessie Dzorney-Lukash, Mark Havard, Ed James, Joseph Richardson and Maria Vazuez

**MEMBERS ABSENT:** Bryan Orr and Melanie Stefanowicz

**STAFF PRESENT:** Mimi Coenen, Denise Major, Angel Ramos, Sean Masherella and Kaz Kasal

**GUESTS PRESENT:** Sheryl Reyes / OCPS

Agenda Item	Topic	Action Item / Follow Up Item
1	<p><b>Welcome</b> Mr. Albu, Committee Chair, called meeting to order at 3:03 p.m.</p>	
2	<p><b>Roll Call / Establishment of Quorum</b> Ms. Kasal reported a quorum present.</p>	
3	<p><b>Public Comment</b> None offered.</p>	
4	<p><b>Action Items</b> <u>Approval of Minutes</u></p> <ul style="list-style-type: none"> <li>• Reviewed draft minutes from 11/18/21 Career Services Committee meeting (attachment).</li> </ul>	<p><b>Ms. Dzorney-Lukash made a motion to approve the minutes from the 11/18/21 Career Services Committee meeting. Mr. James seconded; motion passed unanimously.</b></p>
2	<p><b>Information and Discussion</b> <u>Scorecard –through 2<sup>nd</sup> Quarter</u></p> <ul style="list-style-type: none"> <li>• Reviewed scorecard for time period 7/1/21 thru 12/31/21 (attachment).</li> </ul> <p><u>Summer Youth 2022</u></p> <ul style="list-style-type: none"> <li>• Reviewed program, timeline and goals for Summer Youth 2022 (attachment).</li> </ul> <p><u>Insight on “Hidden Worker Talent Pipeline”</u></p> <ul style="list-style-type: none"> <li>• Reviewed projections on population and jobs for this region in 2025. Also reviewed growing issues causing talent gap and opportunities to close the gap involving the “hidden workers” and their value to the employers (attachment).</li> </ul> <p>Committee feedback:</p> <ul style="list-style-type: none"> <li>– Develop accommodations to meet workers’ needs.</li> <li>– Educate employers on awareness and provide ADA training</li> <li>– Some of the hidden populations would be industry-specific</li> <li>– Work with businesses to determine which jobs could done virtually.</li> </ul>	



	<ul style="list-style-type: none"><li>- Make jobs more attractive to these hidden workers; consider ways to re-write job orders.</li></ul>	
6	<u>Other Business</u> <ul style="list-style-type: none"><li>• ITA caps: shared policy will pay up to \$7,000</li></ul>	
7	<b>Adjournment</b> Meeting adjourned at 4:02 p.m.	

Respectfully submitted,

Kaz Kasal  
Executive Coordinator